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(CLASSIFICATION)

Executive Registry

63-9238

OFFICE OF THE DIRECTOR

Action Memorandum No. A-331Date 12 December 1963

TO : Deputy Director/Plans

SUBJECT : Economy Measures

REFERENCE:

1. In examining the economy measures that the Agency should take in order to comply with the President's instructions, it is my intent to examine those Agency activities which either afford the possibilities of curtailment without any direct or immediate effect on operations or are in areas in which other departments or agencies are engaged. In our first preliminary review of the Agency's activities there are two components in your organization which I believe should be reviewed in order to see whether their activities cannot in some way be made more economical.

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a. The Special Operations Division, while still in a state of growth, should be carefully re-examined to see whether all of its activities are absolutely essential, should be carried on by the CIA, or possibly can be reduced or curtailed as not necessary at this moment.

2. I would appreciate your views on what steps could be taken with particular reference to these two units and would like to have a report by 15 January 1964. For your information, the same type of memorandum is being addressed to the other Directorates:

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SUSPENSE DATE:

LBK:drm

Distribution: O&I-Addressee

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(signed) Lyman B. Kirkpatrick

Lyman B. Kirkpatrick

Executive Director-Comptroller

(CLASSIFICATION)

GROUP 1
Excluded from automatic
downgrading and
declassification

ans. by ER 64-338, 15 Jan. 1964

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13 December 1963

MEMORANDUM FOR: Deputy Director/Plans

SUBJECT : Economy Measures

The following is an excerpt from Action Memorandum No. 334 to Deputy Director/Support concerning possible economy measures to be taken in that area. This particular item, which also applies to your component, is forwarded for your information.

"b. In the Training area I am still deeply concerned over the fact that agent training is not only done by OTR but by just about every Clandestine Services component, both in headquarters and in the field. I wish you would review this matter with the DD/P and see if we cannot effect economies by centralization and consolidation. If the DD/P feels that this is impractical or prefers to have it done on a specialized basis by their units, then I think the entire area of agent training should be turned over to them. (I am sending a copy of this subparagraph to the DD/P.)"

(signed) Lyman B. Kirkpatrick

Lyman B. Kirkpatrick
Executive Director-Comptroller

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Distribution:

Original and 1 - DD/P

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